

LAC

3 December 1958

Dear Dick:

There have been instances recently where changes made by LAC to project aircraft by means of Service Bulletins have been questioned - as to what authority was used to make these changes. I would like to outline the method by which LAC has been making Service Bulletin changes to both Project and FOG aircraft. If we are not in agreement on any of the following points, please let me know immediately.

Changes to the aircraft are generated as a result of one or more of the following reasons:

1. Customer request.
 - a. To provide additional tactical capabilities.
 - b. To improve on present systems.
2. LAC initiative.
 - a. To improve present systems.
 - b. To correct deficiencies in the aircraft or its systems.
 - c. To disseminate information (E&M Manual, Flight Handbook).

When the need for a modification is evident, the following action takes place:

1. We engineer and publish the Service Bulletin.
2. Information copies of the Bulletin at this time are distributed to all concerned. Our current distribution list for preliminary copies is as follows:

	1
	2
	14

3. Upon receipt of these preliminary copies, they are examined by Project and FOG personnel. In the event that the Bulletin is not agreeable to all concerned at this time, it is stopped. This has never happened.
4. At the same time the preliminary copies are sent, the LAC shop prints are released for planning, tooling and fabrication.
5. If no word is forthcoming as a result of step 3, signifying agreement with the Bulletin, the kits are made and shipped to the depot for incorporation in aircraft.

As I write this, I recognize that the project organization is now such that one preliminary copy to is probably not sufficient for complete

and quick dissemination of the Bulletin information. We would like to amplify our distribution list, so that all concerned parties get these preliminary copies, as this is the method by which we all come to agreement.

In the normal course of events, all major Bulletins are always agreed to and priced to you before we even write them. The bulk of our Bulletins are concerned with minor items which are required to improve or fix deficiencies that are the result of service operations or flight testing. These minor bulletins are expedited, as explained.

The Bulletin and kit system enumerated above was set up in order to expedite changes, particularly in times when safety of flight was involved. But normally, the recipients of the preliminary copies have four to eight weeks in which to stop a Bulletin if it is not desired.

Any comments which you may have on the above subject will be appreciated, as I am concerned when questioned as to whether we are operating in a manner suitable to the project's organization.

Best regards,

A handwritten signature in cursive script, appearing to read "Kelly", with a long horizontal flourish extending to the right.